For Official Use Only
Application no. _____

Quality Tourism Services Scheme – Retail Shops and Restaurants Application Form
「優質旅遊服務」計劃 – 零售商戶及餐館申請表格

To: QTS Merchants Recruitment and Marketing Team
c/o DT Communications Asia Pacific
Room 1411, 14/F, Eastern Harbour Centre, 28 Hoi Chak Street, Quarry Bay

致:「優質旅遊服務」計劃商戶招募及市場推廣組
轉交 殿堂公共關係顧問集團
鰂魚涌海澤街 28 號東港中心 14 樓 1411 室

I/We, _____, would like to apply for certification under the
(Trade name of retail shop / restaurant)
Quality Tourism Services Scheme ("QTS Scheme").

本人/ 吾等 _____ 現申請「優質旅遊服務」計劃的認證資格。
(商舖之營業名稱)

SECTION I: MERCHANT BACKGROUND
甲部：商戶資料

A. Business Nature 業務性質 *(Please indicate the **main type** of business of your organisation by checking "ONE" of the boxes listed below. 請於下列表格中，選擇其中一項最能代表 貴機構的**主要**業務性質。)*

1. Retail Shop 零售商戶	**2. Restaurant 餐館**
☐ Antiques, Arts & Crafts 古玩、藝術及工藝品	☐ American 美洲菜
☐ Beauty & Personal care 美妝及個人護理	☐ Chinese 中菜
☐ Books & Stationeries 書籍及文具	☐ Desserts 甜點
☐ Clothing & Accessories 成衣及配件	☐ European 歐洲菜
☐ Computers & Electronics 電腦及電子產品	☐ Indian 印度菜
☐ Custom Tailors 訂製服	☐ Islamic / Halal 伊斯蘭 / 清真食品
☐ Department Stores 百貨公司	☐ Japanese 日本菜
☐ Foodstuffs - Candy, Snacks & Cake shops 食品: 糖果、零食及糕點	☐ Korean 韓國菜
☐ Foodstuffs - Chinese Health, Health Foods & Tonic Foods 食品: 中藥、健康食品及補品	☐ Kosher 猶太潔食
☐ Foodstuffs - Dried Seafood 食品: 海味	☐ Local Hong Kong Style 港式美食
☐ Foodstuffs - Others 食品: 其他	☐ Other Asian 其他亞洲美食
☐ Foodstuffs - Tea & Liquors 食品：茶葉及酒類	☐ Other Western 其他西餐
☐ Furniture, Home Decorations and Household Products 家具、家居擺設及家庭用品	☐ Taiwanese 臺灣菜
☐ General Merchandise 其他貨品	☐ Thai 泰國菜
☐ Handbags, luggage, Shoes and Leather Goods 手袋、行李箱、鞋履及皮革製品	☐ Vegetarian 素菜
☐ Jewellery & Watches 珠寶及鐘錶	☐ Vietnamese 越南菜
☐ Money Changers and Money Transfer Services 兌換店及匯款服務	☐ Others *(please specify)* 其他*(請註明)*
☐ Optical Goods 眼鏡及相關產品	_____
☐ Outdoors & Sports 運動及戶外用品	
☐ Supermarket 超級市場	
☐ Telecommunications Equipment 電訊器材	
☐ Others *(please specify)*其他 *(請註明)*	
_____	

B. Details of Applicant Merchant 申請參加此計劃的商戶詳細資料

Trade Name 營業名稱： _____ English 英文 _____ Chinese 中文 *(if any 如有)*

Date of Establishment 開業日期： Year 年份： _____ Month 月份： _____

Correspondence Address 通訊地址： _____

Telephone 電話： _____ Fax 傳真： _____

Website 網址 *(if any 如有)*： _____

E-mail 電郵 *(if any 如有)*： _____

Total Number of Employees in Hong Kong 在港僱員總數 *(Optional 可選擇是否填寫)*： Full Time 全職： ____ Part Time 兼職： ____

Name of Holding Company 集團控股公司名稱 *(if any 如有)* (*if applicant merchant is a subsidiary of another corporation 如申請商戶是另一集團的附屬公司*)： _____

Address of Holding Company 集團控股公司地址*(if any 如有)*： _____

Telephone 電話 *(if any 如有)*： _____ Fax 傳真 *(if any 如有)*： _____

Business Structure 商業架構 *(Optional 可選擇是否填寫)*： *（please indicate by checking one box of below 請選擇適用者）*

☐Sole Proprietor 獨資經營☐Partnership 合夥☐Private Company 私人公司☐Public Listed Company 上市公司

C. Details of Other Correspondence 其他聯絡資料

Organisation Head 機構主管

English Name 英文姓名： ☐Mr / ☐Ms _____ Chinese Name 中文姓名： _____ ☐先生 / ☐女士

Address 通訊地址： _____

Title 職銜： _____ E-mail 電郵： _____

Telephone 電話： _____ Fax 傳真： _____

Contact Person for QTS Accreditation Matter 負責申請「優質旅遊服務」計劃認證的聯絡人

English Name 英文姓名： ☐Mr / ☐Ms _____ Chinese Name 中文姓名： _____ ☐先生 / ☐女士

Address 通訊地址： _____

Title 職銜： _____ E-mail 電郵： _____

Telephone 電話： _____ Fax 傳真： _____

Contact Person for Marketing Activities 負責市場推廣活動的聯絡人

English Name 英文姓名： ☐Mr / ☐Ms _____ Chinese Name 中文姓名： _____ ☐先生 / ☐女士

Address 通訊地址： _____

Title 職銜： _____ E-mail 電郵： _____

Telephone 電話： _____ Fax 傳真： _____

Contact Person for Human Resources / Training 負責人力資源 / 培訓的聯絡人

English Name 英文姓名： ☐Mr / ☐Ms _____ Chinese Name 中文姓名： _____ ☐先生 / ☐女士

Address 通訊地址： _____

Title 職銜： _____ E-mail 電郵： _____

Telephone 電話： _____ Fax 傳真： _____

Contact Person for Complaint Handling 負責處理顧客投訴的聯絡人

English Name 英文姓名： ☐Mr / ☐Ms _____ Chinese Name 中文姓名： _____ ☐先生 / ☐女士

Address 通訊地址： _____

Title 職銜： _____ E-mail 電郵： _____

Telephone 電話： _____ Fax 傳真： _____

Important 重要提示：

In case of changes in ownership/directorship/management/trade name/name of contact person of your organisation or addition/deletion of outlet(s), please notify the QTS Merchants Recruitment and Marketing Team in writing as soon as possible.

如　貴機構之擁有權 / 董事 / 管理層 / 營業名稱 / 聯絡人姓名有任何變動，或商舖有任何增刪，請盡快以書面通知「優質旅遊服務」計劃商戶招募及市場推廣組。

I/We wish to receive future QTS Scheme correspondence via the following means *(please check only one of the following boxes)*
本人 / 吾等希望以下列途徑收取「優質旅遊服務」計劃的通訊 *(只選擇其中一項)*：

☐ By E-mail 電郵　　☐ By Fax 傳真

I/We wish to receive future Quality Tourism Services Scheme – Assessment Reports in (please check only one of the following boxes) 本人 / 吾等希望收到以下版本的「優質旅遊服務」計劃 – 評審報告 *(請選擇以下其中一項)*：

☐ English 英文版　　☐ Chinese 中文版

D. Details of Outlet(s) 商舖資料

Total Number of Outlets in Hong Kong 在港商舖的總數： _____
(Operated under that same trade name 以相同營業名稱經營)

Main Outlet 總店

Address in English 英文地址：_____

Address in Chinese 中文地址：_____

Telephone 電話：_____ Fax 傳真：_____

Opening Hours 營業時間：_____

Outlet 分店 (1)

Address in English 英文地址：_____

Address in Chinese 中文地址：_____

Telephone 電話：_____ Fax 傳真：_____

Opening Hours 營業時間：_____

Outlet 分店(2)

Address in English 英文地址：_____

Address in Chinese 中文地址：_____

Telephone 電話：_____ Fax 傳真：_____

Opening Hours 營業時間：_____

Outlet 分店(3)

Address in English 英文地址：_____

Address in Chinese 中文地址：_____

Telephone 電話：_____ Fax 傳真：_____

Opening Hours 營業時間：_____

Please provide the above information on a separate sheet if the above space is not enough. 如以上空間不敷應用，請另附新頁。

SECTION II: DOCUMENTS FOR APPLICATION
乙部： 申請所需文件

Please submit one copy of the following documents for <u>all</u> your outlets (if applicable):
請遞交　貴機構轄下<u>所有</u>商舖（如適用）之下列文件副本：

1. Business Registration Certification 商業登記證　(Number 牌照號碼：_____)
2. General Restaurant Licence 普通食肆牌照　(Number 牌照號碼：_____)
3. Liquor Licence 酒牌　(Number 牌照號碼：_____)
4. Light Refreshment Restaurant Licence 小食食肆牌照　(Number 牌照號碼：_____)
5. Food Factory Licence 食物製造廠牌照　(Number 牌照號碼：_____)
6. Any valid permits and licences required or necessary in connection with the conduct of your business and activities
   業務或活動所需或必要的一切有效許可證及牌照

Important 重要提示：
Original copy of the Certificate or Licence may be required when your application is processed.
申請審核期間，貴機構或須出示有關證書或牌照正本。

SECTION III: ADDITIONAL INFORMATION
丙部：其他資料

Please provide any additional information that supports your application *(if any)*:
請提供其他有助申請的資料*（如有）*：
(please ✔and provide brief information where applicable 請在適當方格內加上「✔」號，並提供簡短資料)

Trade/Corporate Membership 商會 / 機構會籍（please specify membership category 請註明會籍類別）

☐ Trade/Corporate 商會 / 機構：_____ Membership Category 會籍類別：_____

☐ Trade/Corporate 商會 / 機構：_____ Membership Category 會籍類別：_____

Awards Won 所獲獎項 (please attach a copy of the award 請附上獎狀副本)

☐ Year 年份：_____ Award 獎項：_____

☐ Year 年份：_____ Award 獎項：_____

Quality Certification 品質證明證書_(e.g. ISO9000 certification, ISO14000 certification 如 ISO9000 認證證書，ISO14000 認證證書）

☐ Quality Certification 品質證明證書：_____ Valid Till 有效日期至：_____

☐ Quality Certification 品質證明證書：_____ Valid Till 有效日期至：_____

Others 其他 (please specify 請註明)

_____

_____

SECTION IV: SERVICE STRATEGIES
丁部：服務策略

Please briefly describe the service quality strategies adopted by your organisation *(if any):*
請簡短描述　貴機構所採用的優質服務策略*（如有）*：

_____

_____

SECTION V: DECLARATION
戊部：聲明
** please* **indicate by checking one box of below** *請選擇適用者*

(a) Complaint Records 投訴紀錄

I/We declare that our organisation *□has / □has not received a substantiated complaint recorded with the following organisations: *□Consumer Council / □Police / □Customs & Excise / □Food and Environmental Hygiene Department / □Travel Industry Council of Hong Kong / □Hong Kong Tourism Board (HKTB) in the * last 12 months /_____months *(the entire servicing period of my/our business since we have been operating less than 12 months).*
I/We agree that HKTB may release to and/or seek information relating to this application from the aforementioned official bodies.

本人 / 吾等謹此聲明，本機構在過去*12 個月內 / _____個月內（*由於本機構開業短於 12 個月，此乃實際開業時間*）*□曾 / □不曾經 *消費者委員會 / □警方 / □海關 / □食物環境衛生署 / □香港旅遊業議會 / □香港旅遊發展局（「旅發局」）等機構接獲已證實的投訴紀錄。
本人 / 吾等同意旅發局可就本申請向上述機構提供及 / 或索取有關資料。

Please provide the details of any complaint case(s) 請就投訴個案提供詳細資料

_____

_____

_____

(b) Litigation, arbitration and administrative proceeding 訴訟、仲裁及行政研訊程序

I/We declare that our organisation *has / has no event, litigation, arbitration or administrative proceeding which may materially and adversely affect the business, operation, financial condition, ownership, directorship or management of our organisation, or the ongoing business operation of our organisation or our organisation's ability to provide quality tourism services and perform its other obligations under the Scheme in general, is in progress or pending or, to the best of the knowledge, information and belief of our organisation, is threatened against our organisation or any business of ours.

本人 / 吾等謹此聲明，本機構*並無 / 現正在進行及尚未了結，或據本機構所知、所悉及所信，對本機構或吾等之任何業務構成威脅的事件、訴訟、仲裁或行政研訊程序，以致本機構的業務、經營、財政狀況、擁有權、本機構的董事或管理層、或本機構的持續經營、或本機構提供高質素旅遊服務的能力及整體上履行本計劃下的其他責任構成重大及不利影響。

Please provide the details of any litigation, arbitration or administrative proceeding 請就訴訟、仲裁或行政研訊程序提供詳細資料

_____

_____

_____

SECTION VI: GENERAL DECLARATIONS, INDEMNITY, AGREEMENT AND WAIVER

1. I/We declare that I/we have obtained and maintained all the licences and permits which are required or necessary in connection with the conduct of my/our business and that I/we have conducted and shall continue to conduct my/our business in compliance with all applicable laws and regulations.
2. I/We declare that all the information and supporting documents provided in this Application are true, accurate and complete and I/we undertake that all information and documents to be provided in the assessment process will be true, accurate and complete. I/We declare that we have disclosed fully in writing all information relating to this Application which I/We know or should reasonably know and which is relevant or material for the purpose of assessment.
3. I/We declare that I/We meet the basic requirements set out in Section 10 of the QTS Scheme Booklet and have not committed any act set out in Section 5.9 of the QTS Scheme Booklet. I/We agree that it is my/our obligation to prove to the satisfaction of the QTS Sub-Committee and the QTS Committee that the foregoing requirements and conditions are fulfilled.
4. I/We agree to keep the HKTB, the QTS Secretariat, the QTS Committee, the QTS Sub-Committee, the QTS Scheme and their agents fully and effectually indemnified against any loss, damage, claim or liability of whatever nature or kind whether or not resulting from negligence of the HKTB, the QTS Secretariat, the QTS Committee, the QTS Sub-Committee or their agents which they or any one or more of them may incur or suffer directly or indirectly arising from, in connection with or as a result of:
   a. any of the representations, warranties or declarations made by me/us being untrue, inaccurate, incomplete or misleading; or
   b. any default or negligence by me/us in complying with the Rules or the Terms and Conditions of the QTS Scheme, the judgment of the QTS Committee and the QTS Sub-Committee and the Regulations and Guidelines governing use of QTS Logo, Decals & Collaterals; or
   c. any dispute between me/us and my/our customers; or
   d. any claim or complaint made by my/our customers, or otherwise as a result of I/we being a QTS merchant or as a result of the publication or announcement made by the QTS Secretariat in accordance with Section 5.12 of the QTS Scheme Booklet.

   This provision shall survive termination or withdrawal of my/our QTS status.
5. I/We agree to abide by the Rules of the QTS Scheme and, the Terms and Conditions of the QTS Scheme as set out in the QTS Scheme Booklet.
6. I/We agree that the QTS Secretariat may release and/or seek for information and complaint records relating to this Application to and from the organisations mentioned in Section V herein so far as it is necessary to properly conduct the assessment process. In consideration of the consent of the HKTB for me/us to apply to join the QTS Scheme and, subject to assessment, to grant me/us QTS status, I/We hereby expressly unconditionally and absolutely waive all my/our rights of any claims against the QTS Secretariat, the HKTB, the QTS Committee, the QTS Sub-Committee, the QTS Scheme and their agents and each of the abovementioned organisations and their respective officers, directors, employees, agents, subsidiaries, affiliates, successors and assigns ("the Released Parties") arising out of or in relation to the enquiry or release of complaint records and information which may have been lodged against me/us; and I/We further agree to indemnify, save and hold harmless each of the Released Parties from any liabilities, claims, demands, losses or damages which the Released Parties may incur or suffer arising from or in connection with the release of the said complaint records and information to me/us, to the fullest extent permitted by law. This provision shall survive termination or withdrawal of my/our QTS status.

己部： 一般聲明、彌償、協議及放棄權利

1. 本人 / 吾等聲明，本人 / 吾等已領取經營本人 / 吾等的業務所需或必要的所有牌照及許可證，並遵照一切適用法例及規例經營及繼續經營本人 / 吾等的業務。
2. 本人 / 吾等聲明，此項申請所提供的一切資料及有關文件均屬真確無誤及詳盡，而本人 / 吾等承諾，在評審過程中提供的一切資料及文件，均屬真確無誤及詳盡。本人 / 吾等已全面書面披露本人 / 吾等所知及應合理知悉的所有有關此項申請的相關或重要資料，以供評審之用。
3. 本人 / 吾等聲明本人 / 吾等已符合「優質旅遊服務」計劃介紹冊子第 10 部份的基本要求，且並無進行「優質旅遊服務」計劃介紹冊子第 5.9 部份所載的任何行動。本人 / 吾等同意本人 / 吾等有責任提出令「優質旅遊服務」小組委員會及「優質旅遊服務」委員會信納的證明，證明上述要求及條件已獲履行。
4. 本人 / 吾等同意就旅發局、「優質旅遊服務」秘書處、「優質旅遊服務」委員會、「優質旅遊服務」小組委員會、「優質旅遊服務」計劃或其各自代理人因發生以下情況而直接或間接產生或蒙受的任何損失、損害、申索或各種法律責任（不論是否因旅發局、「優質旅遊服務」秘書處、「優質旅遊服務」委員會、「優質旅遊服務」小組委員會或其各自代理人的疏忽所致）而向上述各方或任何一方或多方作出充分及有效彌償：
   a. 本人 / 吾等作出的任何有關陳述、保證或聲明屬於失實、失準、不完整或有誤導成分； 或
   b. 本人 / 吾等不遵守或疏忽遵行「優質旅遊服務」計劃的規則或條款及細則，「優質旅遊服務」委員會及「優質旅遊服務」小組委員會的裁決及「優質旅遊服務」標誌、標貼及宣傳品的使用規例及指引；或
   c. 本人 / 吾等與本人 / 吾等的客戶之間的任何爭議；或
   d. 本人 / 吾等的客戶提出任何索償或投訴，或由於本人 / 吾等作為「優質旅遊服務」計劃認證商戶身分，或「優質旅遊服務」秘書處根據「優質旅遊服務」計劃介紹冊子第 5.12 條發佈或公佈的有關事宜。

   即使本人 / 吾等的「優質旅遊服務」商戶資格終止或撤銷後，此項規定依然有效。
5. 本人 / 吾等同意遵行「優質旅遊服務」計劃介紹冊子所列載的「優質旅遊服務」計劃規則及「優質旅遊服務」計劃條款及細則。
6. 本人 / 吾等同意，「優質旅遊服務」秘書處可向戊部所述的機構提供及 / 或自該等機構索取有關這些申請的資料或投訴紀錄，惟有關資料及文件必須是評審過程所需者。鑑於旅發局同意容許本人 / 吾等申請參與「優質旅遊服務」計劃，以及在通過評審後認證本人 / 吾等為「優質旅遊服務」商戶，本人 / 吾等就有關查詢或披露可能涉及本人 / 吾等的被投訴紀錄或資料，特此明確、無條件及完全放棄對「優質旅遊服務」秘書處、旅發局、「優質旅遊服務」委員會、「優質旅遊服務」小組委員會、「優質旅遊服務」計劃及其各自代理人、上述各機構及其各自的高級人員、董事、僱員、代理、附屬公司、聯屬公司、繼承者及受讓人(「豁免人士」)一切的申索權利。而本人 / 吾等進一步同意向各豁免人士作出賠償，並對彼等因向本人 / 吾等發出上述投訴紀錄及資料而可能產生或面臨的任何法律責任、索償、申索、損失或賠償(盡法律所容許的限度)作出彌償。即使本人 / 吾等的「優質旅遊服務」商戶資格終止或撤銷後，此項規定依然有效。

7. I/We agree that the QTS Secretariat may disclose or publish the name, address(es), website, telephone number(s) and any other relevant information of my/our application organisation(s) for promotion of quality services.
8. I/We agree to grant the HKTB the right to use, print, publicise or picture my/our name, logo, trademark, people, products, shops, buildings or any works of art (and my/our outlets/restaurant) for the purpose of the promotion of the QTS Scheme in such media and manner as the HKTB may think fit.
9. I/We agree that the application fee is not refundable after submission of this Application.
10. I/We agree to abide by the Regulations of the QTS Logo, Guidelines for Use of the QTS Logo and Guidelines for Use and Display of the QTS Decal / Collateral as may be imprinted on the QTS Certificate or otherwise notified by the QTS Secretariat to me/us from time to time.
11. In consideration of consent of the HKTB in allowing me/us to apply to join the QTS Scheme and, subject to assessment, grant me/us QTS status, I/we hereby expressly unconditionally and absolutely waive all my/our rights of claims against the HKTB, the QTS Secretariat, the QTS Committee, the QTS Sub-Committee, the QTS Scheme and their agents. This provision shall survive termination or withdrawal of my/our QTS status.

7. 本人 / 吾等同意，「優質旅遊服務」秘書處可為推廣優質服務而披露或刊發本人 / 吾等的申請機構名稱、地址、網頁、電話號碼及任何其他有關資料。
8. 本人 / 吾等同意將本人 / 吾等（及本人 / 吾等的商舖 / 餐館）的名稱、標誌、商標、員工、產品、店舖、建築物或任何藝術品的使用、印製、宣傳或攝製權利授予旅發局，藉此在旅發局認為合適的媒體及按其認為合適的方式推廣「優質旅遊服務」計劃。
9. 本人 / 吾等同意，在遞交此項申請後，有關申請費用概不退還。
10. 本人 / 吾等同意遵守「優質旅遊服務」證書上所刊印或「優質旅遊服務」秘書處不時向本人 / 吾等通知「優質旅遊服務」計劃認證商戶的「優質旅遊服務」標誌規例、「優質旅遊服務」標誌使用指引及「優質旅遊服務」標貼 / 宣傳品使用及展示指引。
11. 鑑於旅發局同意容許本人 / 吾等申請參與「優質旅遊服務」計劃，以及在通過評審程序的情況下認證本人 / 吾等為「優質旅遊服務」商戶，本人 / 吾等特此明確、無條件及絕對放棄一切對旅發局、「優質旅遊服務」秘書處、「優質旅遊服務」委員會、「優質旅遊服務」小組委員會、「優質旅遊服務」計劃及其各自代理人而享有的一切申索權利。即使本人 / 吾等於「優質旅遊服務」商戶資格終止或撤銷後，此項規定依然有效。

Authorised Signature 授權簽署 | Company Stamp 公司蓋印

Name & Title 姓名及職銜 | Date 日期

Checklist for Making an Application 遞交申請所需文件

The following documents and fees should be submitted to the QTS Merchants Recruitment and Marketing Team c/o DT Communications Asia Pacific, Room 1411, 14/F, Eastern Harbour Centre, 28 Hoi Chak Street, Quarry Bay
請將下列文件連同費用一併遞交「優質旅遊服務」計劃商戶招募及市場推廣組轉交殿堂公共關係顧問集團
(地址：鰂魚涌海澤街 28 號東港中心 14 樓 1411 室)

1. Completed QTS Scheme – Retail Shops and Restaurants Application Form
   填妥之「優質旅遊服務」計劃 – 零售商戶及餐館申請表格
2. Completed QTS Scheme – Retail Shops and Restaurants Assessment Checklist
   填妥之「優質旅遊服務」計劃 – 零售商戶及餐館評審準則列表
3. Copy/Copies of Business Registration Certificate(s) and, if applicable, relevant licence(s)
   商業登記證及(如適用) 有關牌照之副本
4. Outlets address list (if your organisation has more than one outlet under the same trading name, please provide full address, telephone and fax numbers of all the outlets in both English and Chinese)
   商舖地址清單 (如 貴機構以同一名稱經營多於一間商舖，請以中、英文填寫所有商舖的詳細地址、電話及傳真號碼)
5. A cross cheque for the appropriate amount of application fee made payable to the "Hong Kong Tourism Board"
   繳交申請費用的劃線支票（抬頭請註明「香港旅遊發展局」）

For more information, please call the QTS Merchants Recruitment and Marketing Team on 3696 6966 or fax to 3007 1466. Website: http://PartnerNet.hktb.com. 如有查詢，請與「優質旅遊服務」計劃商戶招募及市場推廣組聯絡，電話：3696 6966；傳真：3007 1466；網址：http://PartnerNet.hktb.com。

Remarks 備註：
The QTS Secretariat and/or the professional consultant will ask you to submit the following documents when processing your application:
- information on the outlets, including name(s), address(es), number of employees, floor size, categories of goods, etc.; and
- copies of relevant supporting documents, as appropriate.

在審核 貴機構申請期間，「優質旅遊服務」秘書處及/或專業顧問將會要求 貴機構提交下列文件：
- 各商舖資料，包括名稱、地址、員工人數、樓面面積、貨品種類等；及
- 其他適用的有關證明文件副本。

While every effort has been made to ensure the accuracy of this information, Hong Kong Tourism Board accepts no responsibility for any errors or omission.
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